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14 May 2019

To: The Chairman and Members of the Council

Dear Councillor

This is a supplement to the previously-published agenda for the **ANNUAL** meeting of **COUNCIL** on **THURSDAY, 16 MAY 2019**, containing those reports which were not available by the original publication deadline.

Yours faithfully  
**Mike Hill**  
Interim Chief Executive

#### AGENDA

	<b>PAGES</b>
<b>8. POLITICAL PROPORTIONALITY AND ALLOCATION OF SEATS TO COMMITTEES FOR 2019/20</b> To approve:	<b>1 - 14</b>
<ul style="list-style-type: none"><li>(a) The allocation of seats on committees.</li><li>(b) The nominations of the political group leaders to seats on committees.</li><li>(c) The appointment of Chairmen and Vice-Chairmen of committees.</li><li>(d) The re-appointment of Grant Osbourn as the Council's lead independent person and Gillian Homes as the Council's deputy independent person for a further 2 year term.</li></ul>	
<b>10. APPOINTMENTS TO CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY</b> To request the Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2019/2020.	<b>15 - 22</b>
<b>11. APPOINTMENTS TO OUTSIDE BODIES</b> To approve any amendments needed to non-executive outside body appointments.	<b>23 - 26</b>

A copy of the current appointments to outside bodies is attached for Members' information.

(Note: an additional Member appointment is sought to Shire Homes Lettings Limited at item 17 on the agenda).

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# Agenda Item 8



South  
Cambridgeshire  
District Council

**Report To:** Council

16 May 2019

**Lead Officer:** Head of People and Organisational Development

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## **Political Proportionality and Allocation of Seats on Committees and Other Appointments - 2019/20**

### **Purpose**

1. To seek Council's approval of the establishment of committees, the allocation of seats on committees and the appointment of Members and substitute Members to committees. This report also requests that Council appoints the Chairmen and Vice-Chairmen of committees and re-appoints the Lead Independent Person and Deputy Independent Person.

### **Recommendations**

2. That Council approves:
  - (iii) The allocation of seats on committees as set out in Appendix A.
  - (ii) The nominations of the Political Group Leaders to seats on committees as set out in Appendix B.
  - (iii) The appointment of Chairmen and Vice-Chairmen of committees (To be tabled as Appendix C).
  - (iv) The re-appointment of Grant Osbourn as the Council's Lead Independent Person and Gillian Holmes as the Council's Deputy Independent Person for a further two years, subject to annual ratification.

### **Reasons for Recommendations**

3. To comply with Council Procedure Rule 1.2 relating to "Selection of Councillors on Committees and Outside Bodies" and to enable the Council to comply with its obligations under the Local Government and Housing Act 1989 in respect of appointment to committees.

### **Background**

4. Political Groups on the Council are formed in accordance with the Local Government (Committees and Political Groups) Regulations 1990 when two or more Councillors notify the Chief Executive, as Proper Officer, of their wish to be treated as a Political Group.
5. Section 15 of the Local Government and Housing Act 1989 imposes a duty on the local authority at its annual meeting, or as soon as possible after it, to review the allocation of seats on the committees of the Council between the Political Groups.
6. The following principles laid down in the Act apply to the allocation of seats:

- (a) That not all the seats on the body are allocated to the same Political Group.
  - (b) That the majority of seats on the body are allocated to a particular Political Group if the number of persons belonging to that Group is a majority of the authority's membership.
  - (c) Subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each Political Group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that Group to the membership of the authority.
  - (d) Subject to paragraphs (a) to (c) above, that the number of seats on the body which are allocated to each Political Group bears the same proportion to the number of all the seats on the body as is borne by the number of members of that Group on the membership of the authority.
7. These principles must be applied as far as reasonably practicable. Where adjustments are required to reflect rounding up and down of fractions, the final decision rests with Council, ideally on the recommendation of the Political Group Leaders.
8. The Local Government and Housing Act 1989 requires that, once the Council has determined the allocation of committee places between the Political Groups, the Council must then appoint the nominees of the Political Groups to the committees.

**Considerations**

***Political Proportionality and Nominations***

9. The current political makeup of the Council's 45 seats is as follows:

Conservative:	11
Liberal Democrat:	30
Independent:	2
Labour:	2

10. The political balance of the Council can be calculated by using the formula below:

$$\frac{\text{Number of Councillors in a specific Political Group}}{\text{Number of Councillors in all Political Groups (45)}} \times 100$$

11. The breakdown of each Political Group is therefore as follows:

Conservative –	24.44%
Liberal Democrat –	66.67%
Independent Group –	4.44%
Labour Group =	4.44%

12. Each of the Political Groups (formed when two or more Councillors notify the Chief Executive, as Proper Officer, of their wish to be treated as a Group) is entitled to a certain number of seats on committees. This is based upon their Group's percentage representation, as detailed above.

13. The Council's current committee structure comprises of 62 seats.

14. The calculation to determine the entitlement of Political Groups to seats on committees is as follows:

$$\frac{\% \text{ for each Political Group (para. 11 above) } \times \text{ number of committee seats (62)}}{100}$$

15. The notional entitlement to committee seats for each Political Group is therefore as follows:

Conservative	15.1	=	<b>15 seats</b>
Liberal Democrat	41.3	=	<b>41 seats</b>
Independent Group	2.8	=	<b>3 seats</b>
Labour Group	2.8	=	<b>3 seats</b>
			<b>62 seats</b>

16. Fractional entitlements of less than one half are rounded down and entitlements of one half or more are rounded up. So that this process of rounding does not result in disproportionate advantage to any one political group, the aggregate membership of all the ordinary committees must be in line with the proportions on the Council.

#### ***Joint Committees/Advisory Committees***

17. Unlike the ordinary committees, the seats on joint committees and advisory committees are not aggregated. Proportionality is applied as far as reasonably practicable on each individual joint/advisory committee. The Majority Group must have a majority on each such committee.

#### Joint Development Control Committee – Cambridge Fringes

18. Six seats are available on the Joint Development Control Committee – Cambridge Fringes.

19. The notional entitlement to joint committee seats for each Political Group is as follows:

Conservative	1.5	=	<b>2 seats</b>
Liberal Democrat	4.0	=	<b>4 seats</b>
Independent Group	0.3	=	<b>0 seats</b>
Labour Group	0.3	=	<b>0 seats</b>
		=	<b>6 seats</b>

#### Climate Change and Environment Advisory Committee

20. 7 seats are available on the Climate Change and Environment Advisory Committee. The notional entitlement to seats on the Advisory Committee is as follows:

Conservative	1.7	=	<b>2 seat</b>
Liberal Democrat	4.7	=	<b>5 seats</b>
Independent Group	0.3	=	<b>0 seats</b>
Labour Group	0.3	=	<b>0 seats</b>
		=	<b>7 seats</b>

### Grants Advisory Committee

21. 5 seats are available on the Grants Advisory Committee. The notional entitlement to seats on the Advisory Committee for each Political Group, is therefore as follows:

Conservative	1.2	=	<b>1 seat</b>
Liberal Democrat	3.3	=	<b>4 seats</b>
Independent Group	0.2	=	<b>0 seats</b>
Labour Group	0.2	=	<b>0 seats</b>
		=	<b>5 seats</b>

### ***Allocation of Seats to Committees***

24. The proposed allocation of seats to committees is set out at **Appendix A**.

### ***Nominations and Substitutes***

25. Council is required to appoint up to five substitutes per committee from each Political Group in a hierarchical list. Council may also appoint substitutes to any bodies where provisions for substitutes exist in that body's terms of reference. The Constitution, in Section A of Part 5, requires that the nominations of the groups be accepted by Council.
26. The nominations of Political Groups to seats on committees, including substitute members, have been circulated at **Appendix B**. Notice is given that the nominations include proposals for the Liberal Democrat Group to cede a seat to Councillor Douglas de Lacey, an Independent Group Member, on each of the Civic Affairs and the Joint Development Control Committees.

### ***Mandatory Training Requirements***

27. Members are reminded that members and substitute members of the Planning Committee, Licensing Committee and Employment and Staffing Committee may only serve on these bodies once they have received the necessary training.

### ***Appointment of Chairmen and Vice-Chairmen of Committees***

28. Nominations for the appointment of Chairmen and Vice-Chairmen of committees will be tabled. Council is advised of a proposal to establish co-vice chairmen positions for the Climate Change and Environment Advisory Committee for 2019/20. Recognising the high priority attached to climate and environmental issues as reflected in the Business Plan priority "Being Green to our Core", Council is invited to appoint a Vice-Chairman for Environment and a Vice Chairman for Climate Change. The Vice-Chairman for Environment would deputise at meetings of the Committee in the absence of the Chairman.

### ***Re-appointment of Lead Independent Person and Deputy Independent Person***

29. Article 9.01(e) of the Constitution sets out arrangements for the appointment of one or more Independent Persons to work alongside the Monitoring Officer initially to consider complaints that a Member has breached the Code of Conduct.

30. The Council, at its Annual Meeting on 23 May 2013, appointed Grant Osbourn as the lead independent person and Gillian Holmes as the deputy independent person to assist in the assessment of conduct complaints. These appointments followed a recruitment and interview process and were for the period 1 July 2013 to 30 June 2016, subject to annual ratification at Full Council.
31. Then, at its Annual General Meeting on 16 May 2016, Council unanimously agreed the re-appointment of Grant Osbourn as the Council's Lead Independent Person and Gillian Holmes as the Council's Deputy Independent Person. This report therefore seeks re-appointment of Grant Osbourn and Gillian Holmes to hold these respective positions for a further two-year term of office, subject to annual ratification. The details for the Independent and Deputy Independent persons are as follows:
- (a) Grant Osbourn has worked in the private sector for the last 20 years as both national and regional sales manager for three multinational companies. He was previously the independent Chairman of Fenland District Council's Standards Committee for three years and an independent member of East Cambridgeshire District Council's (ECDC) Standards Committee for two years. In 2012 he was appointed as lead Independent Person for ECDC.
  - (b) Gillian Holmes is a qualified solicitor who has spent the majority of her working life within public service at the Courts Service, responsible for advising 125 lay justices and involved in contributing to the development and monitoring of codes of practice for both magistrates and staff. In 2012 she was appointed as Independent Person to both Cambridgeshire County Council and Peterborough City Council. She is also the lead Independent person for Huntingdonshire District Council.
32. The Council, at this meeting, is invited to appoint the independent persons for a further term of 2 years.

### **Options**

33. Council can opt to approve the proposals set out in the report, or agree another proposal that reflects the principles of political proportionality.
34. The requirement to allocate seats according to Political Groups' proportionate strengths can be overridden by some other arrangement, either in relation to all committees, sub-committees and other bodies or in relation to any individual committee, sub-committee or other body, provided that no Councillor votes against the alternative arrangement when it is proposed (a "no dissent" alternative). (Paragraph 26 outlines proposals for an alternative arrangement in respect of the Civic Affairs and Joint Development Control Committees).
35. The Council is therefore not obliged to follow the proportionality rules and may make different arrangements, provided the following procedures set out in Section 17 of the Local Government and Housing Act 1989 are followed:
- ii) Due notice is given in the agenda for the meeting.
  - iii) No Member of the Council votes against the proposal, although there may be abstentions.

## **Implications**

36. In the writing of this report, taking into account financial, legal, staffing, risk management, equality and diversity, climate change, community safety and any other key issues, there are no significant implications.

## **Effect on Council Priority Areas**

37. Appointing councillors to committees, in accordance with the political balance of the Council, and the associated allocation of seats on committees, will enable the Council properly to discharge its functions.

## **Background Papers**

The following background papers were used in the preparation of this report:

- South Cambridgeshire District Council's Constitution
- The Local Government and Housing Act 1989
- The Local Government (Committees and Political Groups) Regulations 1990

**Report Author:** Kathrin John – Democratic Services Team Leader  
Telephone: (01954) 713030

## **Appendices:**

- Appendix A – Committee Seat Allocation 2019/20
- Appendix B – Nominations for Seats on Committees, Joint and Advisory Committees and Substitutes 2019/20
- Appendix C – To be tabled - Nominations for Chairmen and Vice-Chairmen of Committees 2019/20



## Committee Seat Allocation 2019/20

Figures in brackets reflect the exact calculation for each political group's entitlement to committee seats based on the breakdown of each group as set out in paragraphs 9 and 15 of the report and as outlined below:

**Group Political Proportionality:**

Conservative – 24.44%  
 Liberal Democrat – 66.67%  
 Independent – 4.44%  
 Labour – 4.44%

**Group Committee Seat Entitlement:**

Conservative – 15 seats  
 Liberal Democrat – 41 seats  
 Independent – 3 seats  
 Labour – 3 seats

**Table 1 – Proposed Committee Seat Allocation**

	No. of seats	Conservative	Liberal Democrat	Independent	Labour
Civic Affairs	<b>9</b>	<b>2</b> (2.200)	<b>6</b> (6.000)	<b>0</b> (0.400)	<b>1</b> (0.400)
Audit and Corporate Governance	<b>7</b>	<b>2</b> (1.711)	<b>5</b> (4.667)	<b>0</b> (0.311)	<b>0</b> (0.311)
Employment and Staffing	<b>7</b>	<b>2</b> (1.711)	<b>5</b> (4.667)	<b>0</b> (0.311)	<b>0</b> (0.311)
Licensing	<b>14</b>	<b>3</b> (3.422)	<b>9</b> (9.333)	<b>1</b> (0.622)	<b>1</b> (0.622)
Planning	<b>11</b>	<b>3</b> (2.689)	<b>7</b> (7.333)	<b>1</b> (0.489)	<b>0</b> (0.489)
Scrutiny and Overview	<b>14</b>	<b>3</b> (3.422)	<b>9</b> (9.333)	<b>1</b> (0.622)	<b>1</b> (0.622)
<b>Total</b>	<b>62</b>	<b>15</b> ((15.156))	<b>41</b> ((41.333))	<b>3</b> ((2.756))	<b>3</b> ((2.756))

**Table 2 – Proposed Joint Committee Seat Allocation**

	No. of seats	Conservative	Liberal Democrat	Independent	Labour
Joint Development Control Committee – Cambridge Fringes	<b>6</b>	<b>2</b> (1.467)	<b>4</b> (4.000)	<b>0</b> (0.267)	<b>0</b> (0.267)
Climate Change and Environment Advisory Committee	<b>7</b>	<b>2</b> (1.711)	<b>5</b> (4.667)	<b>0</b> (0.311)	<b>0</b> (0.311)
Grants Advisory Committee	<b>5</b>	<b>1</b> (1.222)	<b>4</b> (3.333)	<b>0</b> (0.222)	<b>0</b> (0.222)

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**South Cambridgeshire District Council – Nominations for Seats on Committees, Joint Committees and Advisory Committees and Substitutes 2019/20**

**Ordinary Committees**

<b>Body</b>	<b>Notes</b>	<b>Liberal Democrat</b>	<b>Conservative</b>	<b>Independent Group</b>	<b>Labour</b>
<b>Audit and Corporate Governance Committee</b>	<p><b>7 members</b></p> <p>Cabinet members <b>may</b> not serve as committee members. Scrutiny and Overview Committee Chairman may be a member, but may not be Chairman.</p>	<ol style="list-style-type: none"> <li>1. Tony Mason</li> <li>2. Nick Sample</li> <li>3. John Batchelor</li> <li>4. Eileen Wilson</li> <li>5. Brian Milnes</li> </ol> <p>Substitutes:</p> <ol style="list-style-type: none"> <li>1. Clare Delderfield</li> <li>2. Dawn Percival</li> </ol>	<ol style="list-style-type: none"> <li>1. Mark Howell</li> <li>2. Heather Williams</li> </ol> <p>Substitutes:</p> <ol style="list-style-type: none"> <li>1. Nick Wright</li> <li>2. Bunty Waters</li> <li>3. Tom Bygott</li> <li>4. Peter Topping</li> <li>5. Grenville Chamberlain</li> </ol>		
<b>Civic Affairs Committee</b>	<p><b>9 members</b></p> <p>Membership <b>must</b> include the Chairman of the Council, the Leader, the Deputy Leader and the Leader of the Major Opposition Group.</p> <p>(Note that the Council will be appointing an Independent Person and deputy who are not on the Committee)</p>	<ol style="list-style-type: none"> <li>1. Claire Daunton</li> <li>2. Henry Batchelor</li> <li>3. Martin Cahn</li> <li>4. Bridget Smith</li> <li>5. Aidan Van de Weyer</li> <li>6. Seat to be ceded to Councillor de Lacey</li> </ol> <p>Substitutes:</p> <ol style="list-style-type: none"> <li>1. Bill Handley</li> <li>2. Geoff Harvey</li> <li>3. Steve Hunt</li> <li>4. Eileen Wilson</li> </ol>	<ol style="list-style-type: none"> <li>1. Peter Topping</li> <li>2. Mark Howell</li> </ol> <p>Substitutes:</p> <ol style="list-style-type: none"> <li>1. Bunty Waters</li> <li>2. Nick Wright</li> <li>3. Tom Bygott</li> <li>4. Sue Ellington</li> <li>5. Graham Cone</li> </ol>	<ol style="list-style-type: none"> <li>1. Douglas de Lacey (seat to be accepted from Liberal Democrats)</li> </ol>	<ol style="list-style-type: none"> <li>1. Nigel Cathcart</li> </ol> <p>Substitute:</p> <ol style="list-style-type: none"> <li>1. Gavin Clayton</li> </ol>

<b>Body</b>	<b>Notes</b>	<b>Liberal Democrat</b>	<b>Conservative</b>	<b>Independent Group</b>	<b>Labour</b>
<b>Employment and Staffing Committee</b>	<b>7 members</b>  Membership <b>must</b> include the Lead Cabinet Member with responsibility for staffing and no other member of Cabinet.	<ol style="list-style-type: none"> <li>1. Henry Batchelor</li> <li>2. Dawn Percival</li> <li>3. Sarah Cheung Johnson</li> <li>4. Clare Daunton</li> <li>5. John Williams</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Clare Delderfield</li> <li>2. Peter McDonald</li> </ol>	<ol style="list-style-type: none"> <li>1. Mark Howell</li> <li>2. Peter Topping</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Sue Ellington</li> <li>2. Graham Cone</li> <li>3. Nick Wright</li> <li>4. Heather Williams</li> <li>5. Bunty Waters</li> </ol>		
<b>Licensing Committee</b>	<b>14 members</b>  The Lead Cabinet Member with responsibility for licensing <b>may</b> serve on this committee.	<ol style="list-style-type: none"> <li>1. Anna Bradnam</li> <li>2. Eileen Wilson</li> <li>3. Clare Delderfield</li> <li>4. Peter Fane</li> <li>5. Jose Hales</li> <li>6. Bill Handley</li> <li>7. Geoff Harvey</li> <li>8. Steve Hunt</li> <li>9. Peter McDonald</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Nick Sample</li> </ol>	<ol style="list-style-type: none"> <li>1. Shrobona Bhattacharya</li> <li>2. Graham Cone</li> <li>3. Heather Williams</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Sue Ellington</li> <li>2. Nick Wright</li> <li>3. Bunty Waters</li> <li>4. Mark Howell</li> <li>5. Ruth Betson</li> </ol>	<ol style="list-style-type: none"> <li>1. Deborah Roberts</li> </ol> Substitute: <ol style="list-style-type: none"> <li>1. Douglas de Lacey</li> </ol>	<ol style="list-style-type: none"> <li>1. Nigel Cathcart</li> </ol> Substitute: <ol style="list-style-type: none"> <li>1. Gavin Clayton</li> </ol>

<b>Body</b>	<b>Notes</b>	<b>Liberal Democrat</b>	<b>Conservative</b>	<b>Independent Group</b>	<b>Labour</b>
<b>Planning Committee</b>	<b>11 members</b>  The Lead Cabinet Member with responsibility for Development Control <b>may</b> serve on this committee.	<ol style="list-style-type: none"> <li>1. John Batchelor</li> <li>2. Pippa Heylings</li> <li>3. Martin Cahn</li> <li>4. Peter Fane</li> <li>5. Bill Handley</li> <li>6. Brian Milnes</li> <li>7. Judith Rippeth</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Henry Batchelor</li> <li>2. Anna Bradnam</li> <li>3. Eileen Wilson</li> <li>4. Tumi Hawkins</li> </ol>	<ol style="list-style-type: none"> <li>1. Peter Topping</li> <li>2. Heather Williams</li> <li>3. Nick Wright</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Grenville Chamberlain</li> <li>2. Mark Howell</li> <li>3. Shrobona Bhattacharya</li> <li>4. Sue Ellington</li> <li>5. Graham Cone</li> </ol>	<ol style="list-style-type: none"> <li>1. Deborah Roberts</li> </ol> Substitute: <ol style="list-style-type: none"> <li>1. Douglas de Lacey</li> </ol>	

<b>Scrutiny and Overview Committee</b>	<b>14 members</b>  No members of Cabinet can serve on this committee.	<ol style="list-style-type: none"> <li>1. Brian Milnes</li> <li>2. Anna Bradnam</li> <li>3. Martin Cahn</li> <li>4. Sarah Cheung Johnson</li> <li>5. Claire Daunton</li> <li>6. Geoff Harvey</li> <li>7. Steve Hunt</li> <li>8. Peter McDonald</li> <li>9. Judith Rippeth</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Henry Batchelor</li> <li>2. Peter Fane</li> <li>3. Alex Malyon</li> <li>4. Jose Hales</li> <li>5. Clare Delderfield</li> </ol>	<ol style="list-style-type: none"> <li>1. Grenville Chamberlain</li> <li>2. Ruth Betson</li> <li>3. Peter Topping</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Graham Cone</li> <li>2. Mark Howell</li> <li>3. Sue Ellington</li> <li>4. Bunty Waters</li> <li>5. Shrobona Bhattacharya</li> </ol>	<ol style="list-style-type: none"> <li>1. Douglas de Lacey</li> </ol> Substitute: <ol style="list-style-type: none"> <li>1. Deborah Roberts</li> </ol>	<ol style="list-style-type: none"> <li>1. Gavin Clayton</li> </ol> Substitute: <ol style="list-style-type: none"> <li>1. Nigel Cathcart</li> </ol>
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## Joint Committees

Body	Notes	Liberal Democrats	Conservatives	Independent Group	Labour
<b>Cambridge Fringes Joint Development Control Committee</b>	<b>6 members</b>  1 spokesperson from amongst total membership.	<ol style="list-style-type: none"> <li>1. Steve Hunt</li> <li>2. Ian Sollom</li> <li>3. John Williams*</li> <li>4. Seat to be ceded to Councillor Douglas de Lacey</li> </ol> Substitutes <ol style="list-style-type: none"> <li>1. Sarah Cheung Johnson</li> <li>2. Tumi Hawkins</li> <li>3. Eileen Wilson</li> </ol> * Spokesperson	<ol style="list-style-type: none"> <li>1. Tom Bygott</li> <li>2. Grenville Chamberlain</li> </ol> Substitutes <ol style="list-style-type: none"> <li>1. Graham Cone</li> <li>2. Mark Howell</li> <li>3. Bunty Waters</li> <li>4. Peter Topping</li> <li>5. Sue Ellington</li> </ol>	<ol style="list-style-type: none"> <li>1. Douglas de Lacey (seat to be accepted from Liberal Democrats)</li> </ol>	

## Advisory Committees

<b>Climate and Environment Advisory Committee</b>	<b>7 members</b>	<ol style="list-style-type: none"> <li>1. Pippa Heylings</li> <li>2. Martin Cahn</li> <li>3. Peter Fane</li> <li>4. Jose Hales</li> <li>5. Geoff Harvey</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Eileen Wilson</li> <li>2. Judith Rippeth</li> </ol>	<ol style="list-style-type: none"> <li>1. Graham Cone</li> <li>2. Grenville Chamberlain</li> </ol> Substitutes: <ol style="list-style-type: none"> <li>1. Heather Williams</li> <li>2. Shrobona Bhattacharya</li> <li>3. Nick Wright</li> <li>4. Tom Bygott</li> <li>5. Peter Topping</li> </ol>		
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<b>Grants Advisory Committee</b>	<b>5 members</b>	<ol style="list-style-type: none"> <li>1. Jose Hales</li> <li>2. Claire Daunton</li> <li>3. Clare Delderfield</li> <li>4. Peter McDonald</li> </ol> <p>Substitutes:</p> <ol style="list-style-type: none"> <li>1. Bill Handley</li> <li>2. Martin Cahn</li> <li>3. Sarah Cheung-Johnson</li> </ol>	<ol style="list-style-type: none"> <li>1. Sue Ellington</li> </ol> <p>Substitutes:</p> <ol style="list-style-type: none"> <li>1. Bunty Waters</li> <li>2. Shrobona Bhattacharya</li> <li>3. Mark Howell</li> <li>4. Heather Williams</li> <li>5. Peter Topping</li> </ol>		
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# Agenda Item 10



**Report To:** Council

16 May 2019

**Lead Officer:** Interim Chief Executive

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## **CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY – MEMBERSHIP AND OTHER APPOINTMENTS**

### **1.0 Issue**

- 1.1 This report requests the Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2019/2020.

### **2.0 Recommendations**

- 2.1 Members are requested to make the following appointments/nominations to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2019/2020:

- (a) appoint the Leader of Council to act as the Council's appointee to the Combined Authority and one substitute member;
- (b) nominate two members, one from the Conservative party and one from Liberal Democrat party), to the Overview and Scrutiny Committee, and two substitute members from the same political parties as those appointed;
- (c) nominate one member from the Liberal Democrat party to the Audit and Governance Committee and one substitute member from the same political party.

- 2.2 That the Chief Executive be authorised to make any amendments to the appointments to the Overview and Scrutiny Committee and the Audit and Governance Committee in consultation with the Political Group Leaders, if the political balance is amended by the Combined Authority between now and the next Council meeting.

### **3.0 Background**

- 3.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, each Constituent Council must appoint one of its elected members and a substitute member to the Combined Authority. This is normally the Leader. The Council is asked to appoint a member and substitute member for the municipal year 2019/20.

### ***Non-Executive Committees***

- 3.2 The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires the Combined Authority to establish an Overview and Scrutiny Committee and an Audit Committee. The Order sets out the rules for membership. The membership of the Overview and Scrutiny and the Audit Committees as a whole should reflect, so far as reasonably practicable, the balance of political parties of the constituent councils when taken together. The balance is based on membership of political parties, not political groups, on constituent councils across Cambridgeshire and Peterborough.
- 3.3 On 2 May 2019, there were local elections for a number of constituent councils. The Combined Authority has reviewed the political balance on constituent councils and has requested constituent councils to make the following appointments to these committees.

#### ***Overview and Scrutiny Committee***

- 3.4 The Combined Authority agreed that to ensure an equitable representation across each constituent authority, two members from each council should be appointed to the Overview and Scrutiny Committee representing a total membership of fourteen members.
- 3.5 The implications of applying political proportionality to a fourteen member Overview and Scrutiny Committee are detailed in Appendix 1.
- 3.6 The Council is required to nominate two members (one from the Conservative party and one from the Liberal Democrat party) to the Overview and Scrutiny Committee for the municipal year 2019/20 based on the political balance set out in Appendix 1.

#### ***Audit and Governance Committee***

- 3.7 The Combined Authority agreed to establish an Audit and Governance Committee consisting of seven constituent members: one member from each constituent council.
- 3.8 The implications of applying political proportionality to a seven member Audit and Governance Committee are detailed in Appendix 2. The Council is required to nominate one member from the Liberal Democrat party to sit on the Audit and Governance Committee for the municipal year 2019/20 based on the political balance set out in Appendix 2.

#### ***Substitute members***

- 3.9 The Combined Authority has agreed that substitute members should be appointed for each position on the Audit and Governance Committee and the Overview and Scrutiny Committee. Any substitute members should come from the same party as the Member they are substituting for to maintain political balance.
- 3.10 For the Overview and Scrutiny Committee, if constituent councils have appointed members from the same political parties, those Councils might only wish to appoint one substitute rather than two. The quorum set down in legislation is two thirds of

the total membership. Therefore, it is preferable to appoint two members in case both members are absent from a meeting and need to substitute.

### **Conclusion**

- 3.11 All appointments and nominations made by constituent councils will be reported to the Combined Authority's annual meeting on 29 May 2019.
- 3.11 The political balance calculations in the Appendices are based on up to date statistics given by constituent councils and take account of the outcome of constituent council elections. However, there may be last minute changes in the lead up to constituent councils' annual meetings and Combined Authority's annual meeting on 29 May.
- 3.12 If there are consequential changes to the overall political balance, the Combined Authority may need to review the membership and the allocation of seats to political parties on the above committees. The Monitoring Officer will advise constituent councils if any subsequent changes have been necessary, and whether any changes need to be made to their nominations.
- 3.13 The Council is requested to give delegated powers to the Chief Executive to approve any consequential changes to these appointments, in consultation with the relevant Group Leaders.

### **4.0 Financial Implications/Equality Impact Assessment**

- 4.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, no remuneration is to be payable by the Combined Authority to its members.

### **5.0 Legal Implications**

- 5.1 These are set out in the report. The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires a combined authority to ensure that the members of the committee taken as a whole reflect so far as reasonably practicable the balance of political parties for the time being prevailing among members of the constituent councils when taken together.

### **6.0 Appendices**

- 6.1 Appendix 1 – Overview and Scrutiny Committee political balance calculations.  
Appendix 2 – Audit and Governance Committee political balance calculations

### **Background Documents**

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The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016

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Appendix 1

Overview and Scrutiny Committee of 14

POLITICAL BALANCE ACROSS THE COUNTY as at 3 May 2019

	Total	Vacancy	Con	Lab	Putting St Neots First	Independ ent	Werrington First	Liberal Party	Liberal Democrats	Green	UKIP	Total	Entitlement 2018	Entitlement 2019
CAMBRIDGESHIRE	2	0	36	7	2	0	0	0	15	0	0	60	1 Con & 1 Lib Dem	1 Con/1 Lib Dem
PETERBOROUGH	2	0	28	17	0	0	3	1	9	2	0	60	1 Con & 1 Lab	1 Con/1 Lab
HUNTINGDONSHIRE	2	0	30	4	6	0	0	0	7	0	0	47	1 Cons 1 Indep	1 Con/1 Lib Dem
EAST CAMBS	2	0	15	0	0	0	0	0	13	0	0	28	2 Cons	1 Con/1 Lib Dem
SOUTH CAMBS	2	0	11	2	0	0	0	0	30	0	0	43	1 Cons & 1 Lib Dem	1 Con/1 Lib Dem
CAMBRIDGE CITY	2	0	0	26	0	0	0	0	15	0	0	41	1 Lab 1 Lib Dem	1 Lab/1 Lib Dem
FENLAND	2	0	26	0	0	0	0	0	2	1	0	29	2 Cons	2 Cons
<b>TOTAL</b>		<b>0</b>	<b>146</b>	<b>56</b>	<b>8</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>91</b>	<b>3</b>	<b>0</b>	<b>308</b>		
<b>POLITICAL BALANCE %</b>														
			47.40	18.18	2.60	0.00	0.97	0.32	29.55	0.97	0.00	100.00		
<b>Seat allocation May 2018</b>														
Committee seat allocation	14		8	2	0	1	0	0	3	0	0	14		
<b>Seat allocation May 19</b>														
			7	2	0	0	0	0	5	0				

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Appendix 2

**Audit and Governance Committee of 7**

**POLITICAL BALANCE ACROSS THE COUNTY as at 3 May 2019**

	Total	Vacancy	Conservative	Labour	Putting St Neots First	Independent	Werrington First	Liberal Party	Liberal Democrat	Green	UKIP	Total	Entitlement 2018	Entitlement 2019
CAMBRIDGESHIRE	1	0	36	7	2	0	0	0	15	0	0	60	1 Lib Dem	1 Con
PETERBOROUGH	1	0	28	17	0	0	3	1	9	2	0	60	1 Con	1 Lib Dem
HUNTINGDONSHIRE	1	0	30	4	6	0	0	0	7	0	0	47	1 Con	1 Con
EAST CAMBS	1	0	15	0	0	0	0	0	13	0	0	28	1 Con	1 Con
SOUTH CAMBS	1	0	11	2	0	0	0	0	30	0	0	43	1 Lib Dem	1 Lib Dem
CAMBRIDGE CITY	1	0	0	26	0	0	0	0	15	0	0	41	1 Labour	1 Lab
FENLAND	1	0	26	0	0	0	0	0	2	1	0	29	1 Con	1 Con
<b>TOTAL</b>		<b>0</b>	<b>146</b>	<b>56</b>	<b>8</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>91</b>	<b>3</b>	<b>0</b>	<b>308</b>		
POLITICAL BALANCE %			47.40	18.18	2.60	0.00	0.97	0.32	29.55	0.97	0.00	100.00		
<b>Seat allocation May 2018</b>			<b>4</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>7</b>		
Committee seat allocation	7		<b>3.32</b>	<b>1.27</b>	0.18	0.00	0.07	0.02	<b>2.07</b>	0.07	0.00	7.00		

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Seat allocation May 2019

4                    1                    0                    2

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# Agenda Item 11

## Appointment to Outside Bodies

### Appointed by Council

Name	Current Representative(s)
Bassingbourn Village College Centre Management Committee	Nigel Cathcart
Cambridge & District Citizens' Advice Bureaux Management Committee Trustee Board	Sarah Cheung Johnson
Cambridge Airport Consultative Committee	John Williams
Cambridge Re-Use (formerly Cambridge Shifting Offered Furniture Around (SOFA))	Peter Fane
Cambridgeshire & Peterborough Association of Local Councils (CAPALC)	Peter Fane
Cambridgeshire & Peterborough Waste Partnership (RECAP)	1. Neil Gough Sub: Peter Fane
Cambridgeshire and District Blue Plaque Scheme	Geoff Harvey
Cambridgeshire Community Covenant Board	Hazel Smith
Cambridgeshire County Council Health Committee	1. Geoff Harvey Sub: Alex Malyon
Cambridgeshire Health and Wellbeing Board	Geoff Harvey Sub: Alex Malyon
Cambridgeshire Police and Crime Panel (Must be a Liberal Democrat)	1. Claire Daunton Sub: Hazel Smith
Carers Trust Cambridgeshire	Pippa Heylings
Comberton Village College Governing Body Sub-Committee	Ian Sollom
Conservators of the River Cam	Peter Fane
Cottenham Village College Sports Centre Management Group	Eileen Wilson Neil Gough
County Advisory Group on Archives & Local Studies	Claire Daunton
East West Rail Consortium	Aidan Van de Weyer

Emmaus Cambridge Community	Judith Rippeth
Ermine Street Housing Ltd	1. John Batchelor 2. Ian Sollom
Farmland Museum Trustees	Anna Bradnam
Francis John Clear Almshouses, Melbourn	Council on 29.11.18 agreed not to make an appointment to enable the charity to appoint a former district councillor.
Greater Cambridge Partnership Executive Board	1. Aidan Van de Weyer  Sub: 1. Bridget Smith
Natural Cambridgeshire	Pippa Heylings
Needingworth Quarry Liaison Committee	Bill Handley
North Herts & District Citizens Advice Bureau	Philippa Hart
Old West Internal Drainage Board	1. Peter Fane 2. Neil Gough 3. Eileen Wilson
Over & Willingham Internal Drainage Board	Bill Handley
Papworth Hospital NHS Foundation Trust	Alex Malyon
Responsive Repairs Partnership Management Board	1. Bunty Waters 2. Jose Hales 3. Eileen Wilson
Sawston Patient Reference Group	Clare Delderfield
Swaffham Internal Drainage Board	John Williams
Swavesey Byeways Advisory Committee	1. Sue Ellington 2. Tumi Hawkins
Swavesey Internal Drainage Board	1. Bill Handley 2. Alex Malyon
Swavesey Village College Community Committee	Sue Ellington
Waterbeach Level Internal Drainage Board	1. Anna Bradnam 2. Hazel Smith

**Joint Committees and Outside Bodies – Appointed by Leader**

<b>Name</b>	<b>Current Representative(s)</b>
East of England Local Government Association	Bridget Smith

Greater Cambridge Partnership Joint Assembly  (Must be 1 Conservative and 2 Liberal Democrats)	1. Ian Sollom 2. Eileen Wilson 3. Peter Topping
South Cambridgeshire Crime and Disorder Reduction Partnership	1. Claire Daunton 2. Anna Bradnam
Greater Cambridge Living Well Partnership	Sue Ellington

### **Cambridgeshire and Peterborough Combined Authority**

Combined Authority appointments for 2019/20 to be dealt with separately under item 10 of the Annual Council Agenda

<b>Name</b>	<b>Current Representative(s)</b>
Combined Authority	1. Bridget Smith Sub: Aidan Van de Weyer
Combined Authority Audit and Governance Committee  (Must be a Liberal Democrat)	1. Tony Mason Sub: Peter Fane
Combined Authority Overview and Scrutiny Committee  (Must be 1 Liberal Democrat and 1 Conservative)	1. Pippa Heylings 2. Grenville Chamberlain  Subs: 1. Peter Fane 2. Peter Topping

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